

PROVIDING REAL OPPORTUNITIES FOR VOCATIONAL EDUCATION

Curriculum Content Frameworks

Prepared by

Diana Branham, PROVE Coordinator, Booneville High School
Shirley Biley, PROVE Coordinator, Jack Robey Jr. High
Cathy Clark, PROVE Coordinator, Pine Bluff High School
Ron Moragne, PROVE Coordinator, Pine Bluff High School
Tricia Dykes, PROVE Coordinator, Poyen High School
Bliss Akridge, PROVE Coordinator, Searcy High School
Vicki Strong, PROVE Coordinator, Sheridan High School
Charlotte Thompkins, PROVE Coordinator, Stuttgart School District

Facilitated by

Karen Chisholm, Program Manager, Curriculum and Assessment
Arkansas Department of Workforce Education

Edited by

Teresa Dow, Program Manager, Special Populations
Arkansas Department of Workforce Education

Disseminated by

Arkansas Department of Workforce Education
Little Rock, Arkansas

Curriculum Content Framework

PROVIDING REAL OPPORTUNITIES FOR VOCATIONAL EDUCATION

Grade Level: 9-10 CIP Code:	Semester	Prerequisites: None Course Code:
Course Description: Providing Real Opportunities for Vocational Education is a program of instruction based on identified student needs in regard to the improvement of vocational and academic scores and/or skills while utilizing a versatile spectrum of instruction.		

TABLE OF CONTENTS

	Page
Unit 1: Self Assessment.....	1
Unit 2: Language Arts	9
Unit 3: Math.....	16
Unit 4: Reading	21

Unit 1: Self Assessment

Terminology: academic skills, career goals, career plan, environmental, gender, leisure, nontraditional, occupational, postsecondary, resumé, stereotyping, vocational skills, work readiness.

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
1.1 Identify terms related to work readiness		Foundation	Reading	Comprehends written information
			Writing	Applies/Uses definitions
1.2 Identify and interpret personal interests, abilities, and skills		Foundation	Reading	Comprehends written information; character traits
		Personal Management	Writing Personal and career development	Composes/Edits sentences Describe/Explains personal management information/skills
1.3 Describe personal, social, educational, and career goals	1.3.1 Describe how individual characteristics relate to achieving personal, social, educational, and career goals.	Foundation	Reading	Comprehends written information; conclusions
		Adaptability	Writing	Collects/Organizes oral/written information
			Problem solving	Analyzes/Evaluates problem
		Personal Management	Motivation/ goal setting Personal and career development	Describes/Explains goals Describes/Explains personal management information/skills

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
1.4 Explain environmental influences on one's behavior		Foundation	Reading	Comprehends written information; conclusions
			Writing	Collects/Organizes oral/written information
		Communi- cation	Oral communica- tion	Collects/Organizes oral/written information; discussions
		Personal Management	Personal and career development	Describes/Explains personal management information/skills
1.5 Define self-concept	1.5.1 Compare the relationship between personal behavior and self concept.	Foundation	Reading	Comprehends written information; cause/effect relationships
			Writing	Collects/Organizes oral/written information
		Communi- cation	Oral communica- tion	Collects/Organizes oral/written information; discussions
		Personal Management	Personal and career development	Describes/Explains personal management information/skills
			Self-esteem	Describes/Explains self-esteem
1.6 Identify and apply interpersonal skills		Foundation	Reading	Comprehends written information
			Writing	Applies/Uses definitions
		Group Effectiveness	Interpersonal relations	Describes/Explains interpersonal relations information/skills
		Personal Management	Personal and career development	Describes/Explains personal management information/skills

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
1.7 Explain interpersonal skills utilized in employer & employee interactions	1.7.1 Using case studies illustrate interpersonal skills exhibited by employer & employee.	Foundation	Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
		Adaptability	Problem solving	Recognizes/Defines problem
		Personal Management	Personal and career development	Describes/Explains job information/skills
1.8 Describe examples of vocational and academic skills		Foundation	Reading	Comprehends written information; main idea
			Writing	Collects/Organizes oral/written information
		Personal Management	Personal and career development	Describes/Explains job information/skills
1.9 Compare the relationship of academic and vocational skills to personal interests		Foundation	Reading	Comprehends written information; conclusions
			Writing	Collects/Organizes oral/written information
		Personal Management	Personal and career development	Describes/Explains job information/skills

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
1.10 Analyze ways education relates to the selection of postsecondary training or employment	1.10.1 Compare the relationship of academic vocational skills to career goals.	Foundation	Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
		Communi- cation	Oral communi- cation	Collects/Organizes oral/written information; discussions
		Personal Management	Motivation/ goal setting	Describes/Explains goals
			Personal and career development	Describes/Explains career information/skills
1.11 Explain positive contributions workers make to society		Foundation	Reading	Comprehends written information; outcome
			Writing	Composes/Edits sentences
		Personal Management	Personal and career development	Describes/Explains career information/skills
1.12 Illustrate learning habits and skills that can be used in various occupational situations		Foundation	Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
		Communi- cation	Oral communi- cation	Collects/Organizes oral/written information; discussions
		Learning	Learning to learn	Develops ability to apply knowledge to other situations
		Personal Management	Personal and career development	Describes/Explains job information/skills

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
1.13 Develop and apply positive work attitudes and behaviors	1.13.1 Demonstrate positive work attitudes and behaviors in role playing situations.	Foundation	Reading	Comprehends written information; character traits
			Writing	Composes/Edits sentences
		Group Effectiveness	Interpersonal relations	Develops/Maintains positive relations with others
		Personal Management	Personal and career development	Describes/Explains job information/skills
1.14 Identify educational requirements of various occupations		Foundation	Reading	Comprehends written information
			Writing	Composes/Edits sentences
		Personal Management	Personal and career development	Describes/Explains job information/skills
1.15 Locate career information resources	1.15.1 Construct a resource guide for locating career information.	Foundation	Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
		Adaptability	Problem solving	Recognizes/Defines problem
		Personal Management	Personal and career development	Describes/Explains career information/skills
1.16 Identify sources of information for job openings and opportunities	1.16.1 Investigate information about job openings and opportunities.	Foundation	Reading	Comprehends written information
			Writing	Composes/Edits sentences
		Adaptability	Problem solving	Recognizes/Defines problem
		Personal Management	Personal and career development	Describes/Explains job information/skills

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
1.17 Identify proper construction and format of a resumé. 1.17a Identify the components of a job application.	1.17.1 Prepare a resumé using proper construction and format. 1.17.1a Complete and critique a job application.	Foundation Communi- cation Personal Management	Reading Writing Oral communi- cation Personal and career development	Comprehends written information; main idea Composes/Edits forms/documents Collects/Organizes oral/written information; discussions Describes/Explains job information/skills
1.18 Apply proper management of financial resources	1.18.1 Prepare a personal budget for a specific time period. 1.18.2 Justify expenditures.	Foundation Communi- cation Personal Management	Math Reading Writing Oral communi- cation Personal and career development	Estimates/Rounds expected outcomes; everyday occurrences Comprehends written information Collects/Organizes oral/written information Collects/Organizes oral/written information; discussions Describes/Explains personal management information/skills
1.19 List factors that determine lifestyle		Foundation Personal Management	Reading Writing Personal and career development	Comprehends written information Composes/Edits sentences Describes/Explains personal management information/skills

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
1.20 Describe how occupational choices affect lifestyle	1.20.1 Compare lifestyles based on a variety of budgets.	Foundation	Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
		Personal Management	Personal and career development	Describes/Explains personal management information/skills
1.21 Identify changing career patterns of men and women		Foundation	Reading	Comprehends written information; conclusions
			Writing	Composes/Edits sentences
		Personal Management	Personal and career development	Describes/Explains career information/skills
1.22 Describe gender stereotyping and bias in educational programs and occupational settings	1.22.1 Create a plan for eliminating gender bias and stereotyping.	Foundation	Reading	Identifies written information; stereotypes
			Writing	Collects/Organizes oral/written information
		Communi- cation	Oral communi- cation	Collects/Organizes oral/written information; discussions
		Group Effectiveness	Interpersonal relations	Describes/Explains interpersonal relations information/skills
		Personal Management	Personal and career development	Describes/Explains career information/skills

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
1.23 Compare advantages and disadvantages of nontraditional occupations		Foundation	Reading	Comprehends written information; stereotypes
		Personal Management	Writing Personal and career development	Composes/Edits sentences Describes/Explains career information/skills
1.24 Identify courses appropriate to occupational choices	1.24.1 Compile sources of postsecondary vocational and academic programs.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences
		Personal Management	Personal and career development	Describes/Explains career information/skills

Unit 2: Language Arts

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
2.1 Define terms related to language arts		Foundation	Reading Writing	Comprehends written information Applies/Uses definitions
2.2 Identify five rules of capitalization	2.2.1 Demonstrate knowledge of capitalization rules by capitalizing first word of a sentence.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; capitalization
2.3 Identify proper nouns and adjectives	2.3.1 Demonstrate knowledge of proper nouns and adjectives of a sentence.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; capitalization
2.4 Identify first word of a direct quote	2.4.1 Demonstrate knowledge of first words of a direct quote.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; capitalization
2.5 Identify first word and all other important words of titles	2.5.1 Demonstrate knowledge of capitalization rules by capitalizing first word of a title.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; capitalization
	2.6.1 Demonstrate knowledge of capitalization rules by capitalizing pronouns.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; capitalization

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
2.7 Identify correct end punctuation of a sentence		Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
2.8 Separate words, phrases, etc., in a series with a comma	2.8.1 Apply commas to set of items in sentences.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
2.9 Identify proper usage of commas in sentence structure		Foundation	Reading Writing	Comprehends written information Composes/Edits sentence structure
2.10 Use commas to separate independent clauses joined by or, nor, for, yet, and, but, so	2.10.1 Demonstrate the usage of commas with coordinating conjunctions.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
2.11 Describe four rules for utilizing quotation marks to indicate the exact words of another person	2.11.1 Apply quotation marks to set off the titles of songs, short stories, short poems, articles, essays, lectures, short plays, and book chapters.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
2.12 Quotation marks before the first word and after the last word of a direct quotation	2.12.1 Apply quotation mark before the first word and after a direct quote.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
2.13 Direct and indirect quotation by using quotation marks	2.13.1 Identify the difference in an indirect quote and direct quote.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
2.14 Describe five rules for underlining.	2.14.1 Apply underlines in titles of books, pamphlets, movies, radio, and television programs.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Foundation	Skill	Description
	2.14.2 Apply underlining to indicate titles, long plays and poems published as separate volumes.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
	2.14.3 Apply underlining to indicate names of newspapers and magazines.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
	2.14.4 Apply underlining to indicate titles of paintings, statues, concertos, operas, ballets, and musical comedies.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
	2.14.5 Apply underlining to indicate names of ships and airplanes.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
2.15 Describe proper use of apostrophes	2.15.1 Apply apostrophes to form contractions	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation
2.16 Describe proper use of apostrophes to form the possessive of nouns and pronouns	2.16.1 Apply Apostrophes to form the possessive nouns & pronouns	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; punctuation

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
2.17 Identify numbers that can be expressed in one or two words as words, and numbers that require three or more words as figures		Foundation	Reading Writing	Identifies written information Collects/Organizes oral/written information
2.18 Identify figures for dates, street numbers, page numbers, room numbers, telephone numbers, statistics, and numbers of divisions of a book		Foundation	Reading Writing	Identifies written information Collects/Organizes oral/written information
2.19 Identify figures in a series of numbers		Foundation	Math Reading Writing	Identifies statistics Comprehends written information Collects/Organizes oral/written information
2.20 Identify correct subject-verb agreement		Foundation	Reading Writing	Comprehends written information Collects/Organizes oral/written information
2.21 Identify common, proper and collective nouns		Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; nouns
2.22 Identify nouns functioning as subjects, direct objects, indirect objects, objects of prepositions, appositives, and predicate nominatives		Foundation	Reading Writing	Identifies written information Composes/Edits sentences; nouns and direct/indirect objects

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce			
Knowledge	Application	Skill Group	Skill	Description	
2.23 Describe five uses of verbs	2.23.1 Demonstrate knowledge of regular verbs	Foundation	Reading	Identifies written information	
			Writing	Composes/Edits sentences; verbs	
2.24 Identify parts of irregular verbs	2.24.1 Demonstrate by writing different forms of irregular verbs	Foundation	Reading	Identifies written information	
			Writing	Composes/Edits sentences; verbs	
2.25 Identify action verbs	Demonstrate by writing different forms of action verbs	Foundation	Reading	Identifies written information	
			Writing	Composes/Edits sentences; verbs	
2.26 Identify linking verbs	Demonstrate by writing different forms of linking verbs	Foundation	Reading	Identifies written information	
			Writing	Composes/Edits sentences; verbs	
2.27 Identify verb forms of be	Demonstrate by writing the different forms of the verb to be	Foundation	Reading	Identifies written information	
			Writing	Composes/Edits sentences; verbs	
2.28 Identify Participle phrases		Foundation	Reading	Identifies written information	
			Writing	Collects/Organizes oral/written information	
2.29 Identify gerund phrases		Foundation	Reading	Identifies written information	
			Writing	Collects/Organizes oral/written information	
2.30 Show examples of proper and common adjectives		Foundation	Reading	Identifies written information	
			Writing	Composes/Edits sentences; adjectives	
2.31 Identify prepositional phrases used as adjectives		Foundation	Reading	Identifies written information	
			Writing	Collects/Organizes oral/written information	

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
2.32 Examine examples of adverbs expressing how, where, why, and what extent, and examples of modifying verbs, adjectives, and other adverbs	2.32.1 Express knowledge of examples of modifying verbs, adverbs, adjective.	Foundation	Reading Writing	Identifies written information Composes/Edits sentences; adverbs
2.33 Identify pronouns	2.33.1 Change pronouns to antecedents.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; pronouns
	2.33.2 Recognize pronouns that can replace nouns.	Foundation	Reading Writing	Identifies written information Composes/Edits sentences; pronouns
2.37 Identify conjunctions	2.37.1 Coordinate conjunctions to connect words, phrases, or clauses of equal rank.	Foundation	Reading Writing	Comprehends written information Collects/Organizes oral/written information
	2.37.2 Apply subordinate conjunctions to connect a dependent clause with an independent clause.	Foundation	Reading Writing	Comprehends written information Collects/Organizes oral/written information
	2.37.3 Apply conjunctions to make an alternative sentence express the same time relationship as a given sentence.	Foundation	Reading Writing	Comprehends written information Collects/Organizes oral/written information

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
	2.37.4 Apply conjunctions to make an alternate sentence express the same causation, result, or contingency as a given sentence.	Foundation	Reading Writing	Comprehends written information Collects/Organizes oral/written information
2.38 Identify prepositional phrases		Foundation	Reading Writing	Comprehends written information Collects/Organizes oral/written information
2.39 Explain combining process for two or more sentences effectively	2.39.1 Combine two or more sentences effectively.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; completeness
2.40 Identify sentence fragments	2.40.1 Correct sentence fragments.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; fragments
2.41 Identify run-on sentences	2.41.1 Correct run-on sentences.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; run-on
2.42 Identify simple subject and predicate	2.42.1 Construct sentences using simple subject and predicate.	Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; predicates/subjects
2.43 Identify complete subject and predicate		Foundation	Reading Writing	Comprehends written information Composes/Edits sentences; predicates/subjects
2.44 Define or identify expressive writing, poetic writing, and transactional writing	2.44.1 Demonstrate composing process by prewriting, drafting, revising, edition, and publishing	Foundation	Reading Writing	Comprehends written information Composes/Edits reports/essays; expositions

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
2.44 Cont.	2.44.2 Write to one of five audiences: self, peers, trusted adult, teacher as critic, and world at large.	Foundation	Reading Writing	Comprehends written information Composes/Edits reports/essays; proofs/revisions; social communications/letters

Unit 3: Math

Terminology: Computation, decimal, denominator, digit equivalent, exclusive, factor, fraction, integer, metric, numeral, operations, percent, segment

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
3.1 Define terms related to math		Foundation	Reading Writing	Comprehends written information Applies/Uses definitions
3.2 Identify place value of each digit in a whole number with no more than ten digits		Foundation	Math Reading	Interprets system of numbers; place value Identifies written information
3.3 Label word name for a standard numeral through billions		Foundation	Math Reading	Interprets system of numbers; place value Identifies written information
3.4 Label standard numeral for the word name of a whole number through billions		Foundation	Math Reading	Interprets system of numbers; place value Identifies written information
3.5 Identify whole numbers to the nearest tens, hundred, through billions		Foundation	Math Reading	Estimates/Rounds numbers Comprehends written information
3.6 Identify place value in decimals through thousands		Foundation	Math Reading	Interprets system of numbers; place value Identifies written information
3.7 Identify decimals to nearest whole number, tenth or hundredth		Foundation	Math Reading	Estimates/Rounds numbers Comprehends written information
3.8 Label word name of a decimal through thousandth		Foundation	Math Reading	Interprets system of numbers; place value Identifies written information
3.9 Match standard form for decimal through thousandths, given the word name		Foundation	Math Reading	Interprets system of numbers; place value Identifies written information

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
3.10 Describe the process for calculating the addition of three or more six-digit whole numbers	3.10.1 Calculate addition of these or more six-digit whole numbers.	Foundation	Math Reading	Computes addition; whole numbers Comprehends written information
3.11 Subtract two six-digit whole numbers		Foundation	Math Reading	Computes subtraction; whole numbers Comprehends written information
3.12 Multiply up to a three-digit whole number by a three-digit whole number		Foundation	Math Reading	Computes multiplication; whole numbers Comprehends written information
3.13 Divide up to a five-digit whole number by a two-digit whole number		Foundation	Math Reading	Computes division; whole numbers Comprehends written information
3.14 Compute answers to whole number computation problems		Foundation	Math Reading	Estimates/Rounds numbers; add/subtract/multiply/divide Comprehends written information
3.15 Solve reading problems involving one or two operations with whole numbers		Foundation	Math Reading	Converts word problems; mathematical expressions Comprehends written information
3.16 Compute greatest common factor of two or three whole numbers with no more than two digits		Foundation	Math Reading	Calculates/Evaluates factors; whole numbers/divisibility Identifies written information
3.17 Find least common multiple of two or three whole numbers with no more than two digits		Foundation	Math Reading	Calculates/Evaluates least common multiple Identifies written information
3.18 Convert fraction to an equivalent fraction with a given denominator which does not exceed two digits		Foundation	Math Reading	Converts fractions; equivalent form Identifies written information

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
3.19 Two or more fractions with unlike denominators that do not exceed two digits, stating the sum in simplest form		Foundation	Math Reading	Computes addition; fractions Comprehends written information
3.20 Two fractions with unlike denominators that do not exceed two digits, stating the difference in simplest form		Foundation	Math Reading	Computes subtraction; fractions Comprehends written information
3.21 Decimal through thousandths to a common fraction		Foundation	Math Reading	Converts decimals/fractions/ratios/percents Comprehends written information
3.22 Common fraction to a decimal (denominators not to exceed 100)		Foundation	Math Reading	Converts decimals/fractions/ratios/percents Comprehends written information
3.23 Add two or more decimals through thousandths		Foundation	Math Reading	Computes addition; decimals Comprehends written information
3.24 Subtract decimals through thousandths		Foundation	Math Reading	Computes subtraction; decimals Comprehends written information
3.25 Multiply decimal with no more than three digits by a decimal with no more than three digits		Foundation	Math Reading	Computes multiplication; decimals Comprehends written information
3.26 Divide decimal by a two-digit whole number		Foundation	Math Reading	Computes division; decimals Comprehends written information
3.27 Solve consumer type reading problems which require the use of decimals		Foundation	Math Reading	Solves problems; fractions/decimals Comprehends written information

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
3.28 Rename percent, exclusive of those having decimals or fractional parts, as a fraction		Foundation	Math	Converts decimals/fractions/ratios/percents
			Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
3.29 Rename percent, exclusive of those having decimals or fractional parts, as a decimal		Foundation	Math	Converts decimals/fractions/ratios/percents
			Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
3.30 Change decimal as a percent		Foundation	Math	Converts decimals/fractions/ratios/percents
			Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
3.31 Solve consumer type reading problems that require finding the percent of a number		Foundation	Math	Calculates percent
			Reading	Comprehends written information
3.32 Find reasonable metric measure for length distance, capacity, or mass using metric units		Foundation	Math	Measures metric; distance/volume
			Reading	Identifies written information
3.33 Find reasonable customary measure for length or distance, liquid volume, or capacity or mass using measures		Foundation	Math	Identifies English measures; length/volume/weight
			Reading	Identifies written information
3.34 Convert one unit of measure to another within the same system		Foundation	Math	Converts units; metric/English
			Reading	Comprehends written information
3.35 Find length of a line segment to the nearest tenth of a centimeter or eighth of an inch		Foundation	Math	Measures metric; distance
			Reading	Comprehends written information

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
3.36 Identify circles, triangles, quadrilaterals, and octagons		Foundation	Math	Identifies geometric figures; circles/angles/arcs/polygons
			Reading	Identifies written information
3.37 Calculate perimeter of any polygon		Foundation	Math	Identifies geometric figures; area
			Reading	Identifies written information
3.38 Calculate area of a square and rectangle		Foundation	Math	Calculates/Evaluates geometric figures; area
			Reading	Identifies written information
3.39 Interpret charts, tables, and graphs		Foundation	Math	Interprets charts/tables/graphs
			Reading	Comprehends written information
3.40 Interpret simple chart, table, or graph to find information		Foundation	Math	Interprets charts/tables/graphs
			Reading	Comprehends written information
3.41 Calculate mean of five two-digit numbers		Foundation	Math	Calculates/Evaluates mean/median/mode
			Reading	Identifies written information
3.42 Identify set of integers		Foundation	Math	Orders rational numbers
			Reading	Identifies written information

Unit 4: Reading

Terminology: analogy, analytical, context, expanded, implied, inference, literal, logical, phonetic, stated, unfamiliar

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
4.1 Define terms related to reading		Foundation	Reading	Comprehends written information
			Writing	Applies/Uses definitions
4.2 Identify synonyms, antonyms, and homonyms		Foundation	Reading	Identifies written information
			Writing	Collects/Organizes oral/written information
4.3 Explain meaning of unfamiliar words by using context clues		Foundation	Reading	Comprehends written information; context
			Writing	Collects/Organizes oral/written information
4.4 Select correct base or root from of the word in words having a prefix and/or suffix		Foundation	Reading	Identifies written information
			Writing	Collects/Organizes oral/written information
4.5 Locate dictionary key to match the phonetic spelling with the correct spelling		Foundation	Reading	Uses dictionary
			Writing	Collects/Organizes oral/written information
4.6 Name plurals of words		Foundation	Reading	Comprehends written information
			Writing	Collects/Organizes oral/written information
4.7 Define word meanings through the expanded use of prefixes and suffixes		Foundation	Reading	Identifies written information
			Writing	Collects/Organizes oral/written information
4.8 Differentiate stated or implied main idea of a selection		Foundation	Reading	Comprehends written information; main idea
			Writing	Collects/Organizes oral/written information
4.9 Recall details of a selection		Foundation	Reading	Infers/Predicts written information; details
			Writing	Collects/Organizes oral/written information
4.10 Recall stated or implied sequence of events in a selection		Foundation	Reading	Infers/Predicts written information; sequence
			Writing	Collects/Organizes oral/written information

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
4.11 Predict logical outcome after reading a portion of a selection		Foundation	Reading	Infers/Predicts written information; outcomes/solutions
			Writing	Collects/Organizes oral/written information
4.12 Interpret literal meaning for familiar idioms		Foundation	Reading	Identifies written information
			Writing	Collects/Organizes oral/written information
4.13 Interpret cause and effect relationships in a section		Foundation	Reading	Comprehends written information; cause/effect relationships
			Writing	Collects/Organizes oral/written information
4.14 Interpret literal meaning of figurative language		Foundation	Reading	Identifies written information
			Writing	Collects/Organizes oral/written information
4.15 Distinguish inferences or conclusions from a selection		Foundation	Reading	Comprehends written information; conclusions
			Writing	Collects/Organizes oral/written information
4.16 Select word or phrase to complete a given analogy		Foundation	Reading	Evaluates written information; relationship of ideas
			Writing	Collects/Organizes oral/written information
4.17 Determine author's purpose		Foundation	Reading	Comprehends written information; purpose
			Writing	Collects/Organizes oral/written information
4.18 Compare reality and fantasy		Foundation	Reading	Evaluates written information; reality/fantasy
			Writing	Collects/Organizes oral/written information
4.19 Identify facts and opinions		Foundation	Reading	Evaluates written information; fact/opinion
			Writing	Collects/Organizes oral/written information
4.20 Identify propaganda and bias in advertising		Foundation	Reading	Identifies written information; propaganda techniques
			Writing	Collects/Organizes oral/written information

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
4.21 Name types of literature		Foundation	Reading	Identifies written information; fiction/nonfiction
			Writing	Collects/Organizes oral/written information
4.22 List essential elements of a story		Foundation	Reading	Comprehends written information; plot
			Writing	Collects/Organizes oral/written information
4.23 Identify dictionary skills	4.23.1 Demonstrate dictionary skills by alphabetizing a given word list, using entry words, using guide words, using pronunciation keys, and selecting appropriate dictionary meanings.	Foundation	Reading	Uses dictionary
			Writing	Collects/Organizes oral/written information
4.24 Interpret information from tables of content, indexes, appendices, glossaries, card catalogs, maps, graphs, tables, time lines, and newspapers		Foundation	Reading	Uses text resources; glossaries/indexes/table of contents
			Writing	Collects/Organizes oral/written information
4.25 Distinguish main topics, subtopics, and details		Foundation	Reading	Comprehends written information; sequence
			Writing	Composes/Edits outlines

VOCATIONAL and TECHNICAL SKILLS What the Student Should be Able to Do		ACADEMIC and WORKPLACE SKILLS What the Instruction Should Reinforce		
Knowledge	Application	Skill Group	Skill	Description
4.26 Show attentive listening by taking accurate notes from class lectures and correctly answering questions pertaining to material presented orally	4.26.1 Demonstrate analytical listening by determining a main idea from an oral discussion, drawing inferences, and stating speaker's purpose	Foundation Communi- cation	Reading Writing Listening Oral communi- cation	Collects/Organizes oral/written information; notes Composes/Edits notes; lecture Listens for content/information Collects/Organizes oral/written information; discussions
4.27 Describe various types of propaganda		Foundation	Reading Writing	Identifies written information; propaganda techniques Collects/Organizes oral/written information
4.28 Describe conversational skills	4.28.1 Apply conversational skills with subject appropriate to the occasion.	Communi- cation	Listening Oral communi- cation	Listens of content/information Collects/Organizes oral/written information; discussions
4.29 Examine appropriate response to an idea		Foundation Communi- cation	Reading Listening Oral communi- cation	Evaluates written information Listens for content/information Collects/Organizes oral/written information; discussions